



MISSION VIEJO COMPANY

INTER-OFFICE CORRESPONDENCE

26137 LA PAZ ROAD • MISSION VIEJO • CALIFORNIA 92691

JAN 17 1992

1/12/92
Copy of Memo - ✓
Fyi

To: • Denise F. Keane
From: • Max Johnson *[Signature]*
Subject: • Air Quality Testing in Buildings and Smoking Policy

Date: January 6, 1991

You have requested information on any air quality testing Mission Viejo Company may have done in its facilities and/or any written policy of the company regarding smoking in any of its buildings.

I have looked into these matters for both our California and Colorado facilities. The results of my inquiries are that we have not performed any air quality testing in any of our buildings. We have prepared a smoking policy for our Mission Viejo facilities in response to the requirements of the County of Orange, now City of Mission Viejo, smoking ordinance. A copy of the memo to employees which covers this policy is attached. Please note that the Mission Viejo Realty Group entity shown on the memo is now Mission Viejo Company by reorganization several years ago.

Other than responding to applicable laws regarding smoking there has been no other policy formulated. Generally, smoking is permitted in all of our facilities unless restricted in accordance with provisions of applicable law.

If you have any questions please call.

Attachment:

xc: Van Stevens
Bill Smith
Jim Borgel

2024715264